

Student Organization Funding Request Guidelines from the Alumni Associations

GENERAL GUIDELINES

Student organizations play a critical role in building community and enhancing the educational experience. The UTMB Alumni Associations, in an effort to ensure that the limited funds for student organization activities are allocated in a fair and equitable manner, accepts funding requests from student organizations each academic year. Student organization events that receive financial support must be open to all students for each of the four schools; School of Medicine, School of Nursing, School of Health Profession and the Graduate School of Biomedical Sciences. Activities that offer the greatest benefit to the overall community will receive the highest priority. The Alumni Association's respective Boards will review all requests and determine all funding allocations. If approved, the organization representative(s) will be invited to make a presentation, post event, to the respective Alumni Association's Board citing the benefits of attending.

ELIGIBILITY

Because funding is limited, it is impossible to fully fund each request. Generally, the budget is reserved to support activities that could not go forward without the funding. General categories of such activities include speaker events, community service projects, activities likely to enhance the educational experience of members of the student organization and/or a fairly significant sector of the respective school's community, activities which provide opportunities for students to develop professional skills, unusual opportunities to learn more about the profession, and activities which promote a greater interaction, in a professional context, among members of different school organizations or with alumni.

FUNDING REQUEST PROCEDURES

Organizations that wish to receive full consideration for funding from the UTMB Alumni Association's must complete the funding request form.

Funding Requests Available September-August

AWARDS RANGE FROM \$50-\$500

SUBMIT THIS REQUEST TO:

BY MAIL:

UTMB OFFICE OF ALUMNI RELATIONS – ROUTE 0147
301 UNIVERSITY BOULEVARD
GALVESTON, TX 77555-0147

BY EMAIL :

ALUMNI@UTMB.EDU

QUESTIONS? PLEASE CALL 409-772-2351

Student Organization Funding Request Form

Please select appropriate school:

- School of Medicine
- School of Nursing
- School of Health Professions
- Graduate School of Biomedical Sciences

Name of Student Organization:

Requestor:

Please provide name and contact information

EIN #: _____

Description of Event or Program:

Is the event open to all SOM, SON, SHP or GSBS Students: YES NO

Approximate Number of UTMB Students Reached: _____

Budget for Event: \$ _____

Other Funding Sources: _____

Total Amount Requested: \$ _____